

FREQUENTLY ASKED QUESTIONS February 2022 Iowa Bar Examination

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EXAM SCHEDULE [\(back to top\)](#)

When and where will the exam be administered? The exam will be administered on February 22 and 23, 2022. The exam will be held at Hy-Vee Hall, located at 730 3rd Street in Des Moines. There is a mandatory orientation session conducted remotely that will be held on Monday, February 21, 2022, for all applicants approved to sit for the exam. More details about how to sign up for that orientation and the time it will be conducted are forthcoming.

When is the deadline for registering for the February 2022 Iowa Bar Examination? The deadline for registering was November 1, 2021.

What is the exam schedule for the February 2022 exam? The standard administration of the exam will occur on the following schedule. Please note that the times indicated are the time testing will begin. Applicants will be assigned a check-in time for each exam session, which will be communicated to them in the exam instruction packet sent out at the beginning of February. Applicants must be in their seats and ready for exam instructions to start 15 minutes prior to the times indicated below.

Monday, February 21, 2022	
TBD	Mandatory Remote Orientation

Tuesday, February 22, 2022	
9:00 a.m. – 12:00 p.m. CST	MPT 1 & 2
1:30 p.m. – 4:30 p.m. CST	MEE 1–6

Wednesday, February 23, 2022	
9:00 a.m. – 12:00 p.m. CST	MBE 1–100
1:30 p.m. – 4:30 p.m. CST	MBE 101–200

When will I be informed that I have been approved to sit for the exam? Applicants will be mailed notification letters and instructions at the beginning of February. These will be sent to the addresses we have on file for applicants, and applicants are required to contact the Office of Professional Regulation

immediately with any contact information changes. Applications are continuously being processed, and applicants can assume that unless they hear otherwise from the Office of Professional Regulation, their applications are progressing normally. Bar Admissions staff will reach out via email if our office needs more information or additional material to process applications.

GENERAL BAR EXAM QUESTIONS ([back to top](#))

Will the February 2022 Iowa Bar Examination be a Uniform Bar Exam (UBE), and will I be able to transfer my UBE score to another jurisdiction? Yes. The February 2022 Iowa Bar Examination will yield a UBE score.

TESTING SOFTWARE AND TECHNOLOGY QUESTIONS ([back to top](#))

What computer equipment will I need to take the bar exam? Applicants choosing to take the written portion of the exam on their laptops will use ILG Exam360® software. Minimum system requirements and answers to frequently-asked questions about the software can be found on this page: <https://www.ilgexam360.com/faq.action>. Please note: tablets are not permitted for testing, and applicants are not permitted to use a wireless mouse or keyboard. However, applicants may use an external mouse and keyboard as long as they are connected to the laptop with a cord.

How do I register for the software? Applicants will receive registration instructions via email in January. Applicants must pay the registration fee directly to ILG during the registration process.

How much does the ILG Exam360® software cost? \$122, which is payable directly to ILG through the registration process. Instructions will be emailed to applicants in January on how to register.

How do I become familiar with the software? Applicants will be required to complete at least one mock exam in order to ensure system compatibility and to practice using the software.

Do I need to upload my exam answer files immediately after each testing session? Not necessarily, but you are encouraged to. Answer files must be uploaded by 11:00 p.m. on Wednesday February 23, 2022.

COVID-19 CONSIDERATIONS ([back to top](#))

What precautions are being taken in light of COVID-19? A more complete document detailing the COVID-19 protective measures is attached to the end of this document. However, the following general precautions are being taken:

- Applicants and staff will be instructed to familiarize themselves with CDC guidance in effect at the time of the exam for quarantine requirements and travel restrictions applicable to their COVID-19 vaccination status. Individuals who meet criteria for quarantine or isolation on exam day shall not present themselves at the exam site. Information is available on the CDC website: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

- Guidance for Isolation, Quarantine, and Testing for fully-vaccinated individuals can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated-guidance.html>
 - Guidance for Isolation, Quarantine, and Testing for unvaccinated individuals can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>
- Applicants must review, sign, and return a code of conduct to the Office of Professional Regulation outlining the responsibilities each applicant has in relation to health and safety protocols at the exam site.
- Applicants and staff must wear face masks at all times while in the secure exam site. The mask must cover the nose and mouth and cannot have a valve. Masks are required during the entire administration of the exam, including screening, registration, check-in, testing, and breaks. The only exceptions to this requirement are (1) if the applicant is asked to briefly remove the face covering for identification purposes or (2) if the applicant is located more than six feet away from other individuals AND engaged in the act of eating or drinking. Applicants and staff who do not have an appropriate face mask will be provided one.
- Applicants are permitted and encouraged to bring multiple masks so that they can be changed during the day for comfort.
- Applicants are required to report to staff the developments of any symptoms of COVID-19 (including fever, cough, shortness of breath or difficulty breathing, chills, muscle pain, sore throat, and/or new loss of sense of taste or smell) during the administration of the exam, so that appropriate public health measures may be implemented, including being excused from the exam site. In the event this occurs, that applicant's exam fee will be carried over to the next administration of the exam.
- Applicants are permitted to bring their own, small container of hand sanitizer and a clear plastic bottle for water.
- Applicants are encouraged to leave the testing venue for lunch, but conference rooms immediately adjacent to the secure testing area have been secured to provide a space for applicants to use for lunch if they wish. Tables and seats will be situated in that room so that there is a minimum of six feet of distance between people sitting and eating lunch.
- Applicants who are unable to take the exam for COVID-19-related reasons will have their bar application fees transferred to the July 2022 Iowa Bar Examination.

What if I have a condition that would prohibit me from complying with the above conditions or those contained in the code of conduct? What if I have questions about any of these measures?

Please contact our office by email bar.admissions@iowacourts.gov.

What if, as the exam approaches, I decide I do not want to take the exam because of conditions related to the COVID-19 pandemic? The Supreme Court of Iowa has entered an order permitting applicants to transfer their February 2022 bar application fees to the July 2022 administration of the exam if they are concerned about taking the exam due to the pandemic. Applicants should notify the Office of Professional Regulation prior to the exam if they wish forego taking the February 2022 exam and transfer the fee to the July 2022 exam. Applicants will be required to submit a new, full application for the July exam, but not another application fee.

DURING THE EXAM ([back to top](#))

How will my identity be verified during testing sessions? Applicants will be required to show a government-issued photo ID at the exam site during the check-in process.

Will applicants be permitted to leave the testing room to use the restroom during the testing session? Applicants may leave the exam room to use the restroom after the first 15 minutes of a session unless instructed otherwise. A limited number of applicants based on the testing population size may leave the exam room at any one time. Applicants must place all test materials in the designated holder at the front of the room. This indicates whether or not the restroom is free. Applicants will not be allowed to leave the testing room to use the restroom during the last 15 minutes of a session. All applicants must stay for the full three hours of testing for all sessions.

What items are permitted to have with me in the secure testing space? More specific instructions will be provided with the applicants' notification letters, which are sent in early February. Applicants may generally only bring the following items with them to the exam site, and they must be contained in a clear plastic bag that is one-gallon or smaller (except the clear water bottle and laptop). Items are subject to inspection.

Permitted Tuesday	Permitted Wednesday
Pens, Highlighters, #2 Pencils (not mechanical and no pencil sharpeners or detached erasers)	#2 Pencils (not mechanical and no pencil sharpeners or detached erasers)
ILG Exam360®-Registered Laptop	
Photo identification (required)	Photo identification (required)
Exam identification (required)	Exam identification (required)
Appropriate face mask (required, and may bring extra)	Appropriate face mask (required, and may bring extra)
Keys, hotel room card	Keys, hotel room card
Money, credit cards (<u>no wallets</u>)	Money, credit cards (<u>no wallets</u>)
Loose tissues (not in boxes)	Loose tissues (not in boxes)
Sanitizer in 8 oz or smaller container	Sanitizer in 8 oz or smaller container
Clear water bottle (water only)	Clear water bottle (water only)
Rubber, latex, or nitrile gloves	Rubber, latex, or nitrile gloves
Menstrual Products*	Menstrual Products*

***Menstrual Product Policy:** Applicants are permitted to bring menstrual products into the exam room and keep the products in their original, individual packaging. They may either be in a separate, clear bag or can be brought in without a bag. Products are subject to inspection upon entry into the exam site, but need not be removed from sterile packaging. Applicants shall have the option of the inspection occurring in a private area. Applicants are instructed to put inspected products at a table near the restroom check-out station, and can freely and discretely access their menstrual products on the way to the restroom as needed.

A non-exhaustive list of prohibited items includes:

- Cell phones, watches of any kind, calculators, fitness trackers, and any other electronic device
- Paper of any kind, including notes, bar review materials, or legal reference books

- Food, candy, mints, gum, and similar items
- Beverages other than water
- Beverage containers (the exception to this is a clear container without a label)
- Hats and hoodies, unless a head covering is required for religious purposes
- Headphones, earbuds, headsets, and earplugs
- Billfolds, wallets, cardholders
- Backpacks, purses, tote bags, laptop cases, sleeves, or shells

Can I use scratch paper? No. Scratch paper is not provided or permitted, but there is space in the testing booklets for applicants to write notes.

Can I wear earplugs? Yes. New, clean earplugs will be provided to all applicants by staff in sealed baggies. Applicants may not bring their own earplugs.

Can I wear a hat, glasses, a face mask, or anything else on my head or face? You may wear prescription glasses as needed. No documentation is required. Everyone is required to wear a face mask, as described elsewhere in this document. However, wearing anything else on your head or face is prohibited. The only exception to this rule is that religious headwear is permitted; however, you should contact us at bar.admissions@iowacourts.gov to request a waiver.

Can I bring a coat or other items to store outside the testing room? There will be coat racks available outside the testing area. Coats are not permitted inside the testing room, but applicants may wear light sweatshirts or hoodies. We are not responsible for lost or stolen items. Valuables should be left in your car, hotel room, or at home.

AFTER THE EXAM ([back to top](#))

When are exam results scheduled to be released? Results are scheduled to be released on the Iowa Judicial Branch website on April 8, 2022. Individual letters with exam results will be sent to applicants on that day as well.

When is the bar admissions ceremony? The admissions ceremony is scheduled to take place on April 21, 2022. More details are forthcoming.

OTHER QUESTIONS ([back to top](#))

What if I have other questions or concerns not covered in this document? We are happy to answer any additional questions you may have. Please email us at bar.admissions@iowacourts.gov with any additional questions.

IOWA BOARD OF LAW EXAMINERS

February 2022 Iowa Bar Examination COVID-19 Protective Measures

The Iowa Board of Bar Examiners and Office of Professional Regulation are committed to administering the February 2022 Iowa Bar Examination in a way to best protect the health and safety of examinees and staff. To accomplish this goal, the Board will implement measures consistent with the Centers for Disease Control and Prevention (CDC) guidance to prevent the spread of COVID-19. As additional guidance is released and conditions evolve, additional measures may be put into place.

Prior to Exam Day

- Applicants and staff will be instructed to familiarize themselves with CDC guidance in effect at the time of the exam for quarantine requirements and travel restrictions applicable to their COVID-19 vaccination status. Individuals who meet criteria for quarantine or isolation on exam day are instructed to not present themselves at the exam site and to forego taking the exam. Information is available on the CDC website: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
 - Guidance for Isolation, Quarantine, and Testing for fully-vaccinated individuals can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated-guidance.html>
 - Guidance for Isolation, Quarantine, and Testing for unvaccinated individuals can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>
- Applicants must review, sign, and return a code of conduct to the Office of Professional Regulation outlining the responsibilities each applicant has in relation to health and safety protocols at the exam site.
- Applicants who are unable to take the exam for COVID-19-related reasons will have their bar application fees transferred to the July 2022 Iowa Bar Examination.
- The orientation session scheduled for Monday, February 21, 2022, will be conducted remotely via webinar. That session will cover general exam instructions as well as health and safety protocols for the in-person exam to be administered on February 22 and 23, 2022. Applicants will receive instructions on registering for that webinar closer to exam week.

Exam Week Screening, Registration, and Check-In

- Applicants and staff will adhere to the recommended six-foot spacing for appropriate social distancing.
- Exam staff and applicants will be required to comply with CDC guidance in effect at the time of the exam for quarantine requirements and travel restrictions applicable to their COVID-19 vaccination status.
 - Staff who meet criteria for quarantine or isolation will not be permitted to enter the exam site.
 - Applicants who meet the criteria for quarantine or isolation will not be permitted to enter the exam site, and their application fee will be deferred to the July 2022 Iowa Bar Examination.
- Applicants and staff must wear face masks at all times while in the secure exam site. The mask must cover the nose and mouth and cannot have a valve. Masks are required during the entire administration of the exam, including screening, registration, check-in, testing, and breaks. The only exceptions to this requirement are (1) if the applicant is asked to briefly remove the face covering for identification purposes or (2) if the applicant is located more than six feet away from other individuals AND engaged in the act of eating or drinking.
- Applicants and staff who do not have an appropriate face mask will be provided one.

- Applicants are permitted and encouraged to bring multiple masks so that they can be changed during the day for comfort.
- Clear plastic barriers will be positioned at check-in tables.
- Applicants will be assigned to a specific check-in time to control the number of applicants entering the secure testing facility at the same time.
- Hand sanitizing stations will be made available throughout the venue.
- Applicants are permitted to bring their own, small container of hand sanitizer and a clear plastic bottle for water.

During the Exam

- Applicant seats will be arranged so that there is six feet of distance between applicants during the examination.
- Applicants and staff must wear face masks at all times while in the secure exam site. The mask must cover the nose and mouth and cannot have a valve. Masks are required during the entire administration of the exam, including screening, registration, check-in, testing, and breaks. The only exceptions to this requirement are (1) if the applicant is asked to briefly remove the face covering for identification purposes or (2) if the applicant is located more than six feet away from other individuals AND engaged in the act of eating or drinking.
- Applicants and staff who do not have an appropriate face mask will be provided one.
- Applicants and staff are required to report to staff the developments of any symptoms of COVID-19 (including fever, cough, shortness of breath or difficulty breathing, chills, muscle pain, sore throat, and/or new loss of sense of taste or smell) during the administration of the exam, so that appropriate public health measures may be implemented, including being excused from the exam site. In the event this occurs, that applicant's exam fee will be carried over to the next administration of the exam.
- Applicants are permitted to bring their own, small container of hand sanitizer and a clear plastic bottle for water.
- Applicants will be dismissed row-by-row at the end of each exam session to limit gathering size in the lobby. Applicants must leave the secure testing area during breaks and will be instructed not to congregate in the convention center.

Breaks

- Applicants are required to leave the secure testing area during breaks and may not re-enter the secure area until their scheduled check-in time.
- Applicants and staff are instructed not to congregate in or around the testing facility and are encouraged to continue to comply with appropriate social distancing and masking even outside the secure testing facility.
- Applicants are encouraged to leave the testing venue for lunch, but conference rooms immediately adjacent to the secure testing area have been secured to provide a space for applicants to use for lunch if they wish. Tables and seats will be situated in that room so that there is a minimum of six feet of distance between people sitting and eating lunch.